

Onley Town Council
Regular Monthly Meeting
Minutes of November 1, 2021

Regular Monthly Meeting of the Onley Town Council held at the Onley Baptist Church, 25501 W. Main Street, on the first day of November A.D., 2021:

Council Members Present: Matt Hart, Mayor
Rose Pierson, Vice-Mayor
Brian Corbin
Billye D. Custis
Bill Ferguson
Claudia Harmon
Woody Zember

Staff Present: Carl Bundick, Town Attorney
Chuck McPherson, Chief of Police, OPD
Jamy Salazar, Clerk/Treasurer
Laurie Chamberlain, Town Administrator

Call to Order

Mayor Hart called the meeting to order at 6:00pm.

Mayor Hart asked that everyone remember to follow Robert's Rules of Order. He added that there will be no discussion from the audience unless they are called upon to speak. Additionally, he reminded everyone to save their comments for Public Comments and stated that everyone will receive one warning if speaking out of turn. After that, they will be asked to leave the meeting.

Invocation & Pledge of Allegiance

The invocation was given by Councilman Ferguson and the Pledge of Allegiance was led by Councilwoman Harmon.

Adoption of Agenda

Mayor Hart stated that a representative from HRSD contacted him just before tonight's meeting and asked to give a short presentation. He asked Council to add that to the agenda (item 4A). He also asked that Council move the town logo discussion to the beginning of the meeting (item 4B) so that Mr. Matthews can leave as early as possible.

Motion: To adopt the agenda with the changes requested by Billye D. Custis and seconded by Bill Ferguson. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

HRSD Presentation

Phil Hubbard from HRSD gave an update on the HRSD project. A copy of the presentation will be attached to the minutes.

Town Logo

Seth Matthews presented Council with eight options for the town logo. A poll was taken of everyone in attendance and the final logo was chosen. Mr. Matthews was asked to make a few tweaks and present the final logo at next month's meeting.

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Department Reports

Chief McPherson presented his monthly report and noted some schedule changes due to the upcoming holidays. Council agreed to allow officers that work on a holiday to be paid for the hours that they work, as well as an additional equal number of hours for that day (holiday pay). Council noted that the officer will be paid double hours but not double the rate of pay.

Motion: Effective immediately and ending December 31, 2021, if a police officer works on a holiday, he will receive regular pay hours and holiday pay hours by Billye D. Custis and seconded by Bill Ferguson. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Chief McPherson asked Council to consider purchasing a vehicle radar unit for the new patrol car.

Motion: To purchase a vehicle radar unit at a cost of \$3,000.00 by Brian Corbin and seconded by Rose Pierson. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Old Business

In the matter of the charter change, Council asked Mr. Bundick to make the following changes to the draft charter that he provided:

1. Section 3.4 (Mayor) – Add “he shall see that the duties of the various Town Officers are faithfully performed”
2. Section 4.1 (Appointments) - make it clear that the same person can hold more than one appointment as clerk and treasurer by adding “who may be the same person”; remove the entire last two sentences referring to the enumeration of officers; add wording that appointments/re-appointments must be made yearly at the January meeting; strike any reference to the Chief of Police from this section
3. Section 4.2 (Chief of Police & Police Officers) – add wording that appointments/re-appointments must be made yearly at the January meeting; add that the Chief of Police may make recommendations to the Council about the ranks of officers at the January meeting with Council making the final decision; include the addition of a Lieutenant in the ranking officers

Council also requested that Mr. Bundick investigate the use of “shall” versus “may” in the appointment of a Chief of Police.

Ms. Salazar reported that we have been unable to find anyone other than Kendall Bradley to perform the appraisal of the town-owned property and Mr. Bradley needs six-months. Council agreed to forego the appraisal. Council initially agreed to accept sealed bids for the property, but then asked Mr. Bundick to further investigate the process of selling town-owned property before they proceed.

Motion: To send the town-owned Front Street property out to sealed bids contingent upon the town attorney’s review and approval by Rose Pierson and seconded by Brian Corbin. Roll Call Vote: Corbin-yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Ms. Bliss reported that the Planning Commission is working on the zoning ordinance, fees for zoning, and the disposal of large animals in town. Council tasked Mr. Bundick with finding out how other towns approach the matter of allowing large animals or livestock in town as well as how they handle the matter of disposal of large animals.

New Business

At this time, Council decided to continue to try to get the Food Lion gift cards to renters in town until year end.

The animal ordinance was discussed earlier.

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Motion: To send the animal ordinance to the Planning Commission by Billye D. Custis and seconded by Woody Zember. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Mayor Hart presented Council with a quote for sidewalk repair from Branscome. A copy will be attached. A sidewalk committee was created to explore this matter. Serving on the committee are the following: Brian Corbin, Chuck McPherson, John Dennis, and Ted Bliss.

Mayor Hart asked Council to start thinking about how they want to handle short-term rentals.

Motion: To send the matter of short-term rentals to the Planning Commission by Billye D. Custis and seconded by Claudia Harmon. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Committee Reports

Ms. Pierson reported that the **Community Spirit Committee** will be distributing yard signs to veterans for Veterans Day.

Mr. Ferguson had nothing to report for the **COVID -19 Relief Committee**. Ms. Bliss asked to be removed from the committee. Mr. Bundick recommended that she resign if she no longer wished to serve.

Mr. Corbin (**Town Office Building Committee**) requested that Council have Mr. Bundick draft a letter to Mr. Wert asking for an update on the construction of the new town office. Council agreed and instructed Mr. Bundick to write the letter. Mr. Corbin reminded Council that we do not have a back-up plan if the construction of the new building does not happen. He asked that Council start thinking of other ways to expand our space. Council instructed Mayor Hart to send a letter to the owners of the produce exchange building across from the town office to see if they have interest in selling the property. Mr. Corbin would like to explore the possibility of adding on to the current town office. Council agreed.

Mayor Hart (**Public Works Committee**) has hired Mario Hernandez as the part-time public works employee working 30 hours per week. He stated that Council needs to start thinking about purchasing a truck and some small equipment for future use. Council asked the committee to create a list of what is needed along with pricing.

Ms. Pierson (**Golf Cart Committee**) reported that VDOT says there are sixteen roads in Onley that meet the guidelines for golf cart usage. VDOT has still not approved the land use permit because they are still checking on some things. She gave the results of the golf cart survey from the newsletter as follows: For – 13, Against – 7 and Not Sure – 1. They have researched golf cart registration forms that the town can use. Mr. Bundick reported that we will need to determine who will perform inspections.

Department Reports (cont'd)

Ms. Salazar presented an abbreviated version of the Treasurer's report offering explanations about two matters within the report. (A copy is available upon request) She answered a question about bank service charges. Council instructed Chief McPherson to investigate spending the seizure account money.

Motion: To pay the October 2021 payables by Rose Pierson and seconded by Billye D. Custis. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Mayor Hart reported that he interviewed, hired, and started training Mario Hernandez in the Public Works position. He has worked closely with Chief McPherson, Ms. Salazar, and Ms. Chamberlain on various matters throughout the month. He has met with Wes Parks from Branscome about the sidewalk project. He has also met with VDOT about the ditches near the park. He has approved two roof permits.

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Lastly, he met with Carl Lee Gray, and he believes that Mr. Gray has completed the water tank job adding that the only thing that remains is a concrete slab which was not part of the job. Mr. Bundick reported that he is beginning to get an understanding of how Council wants things completed. He continues to work on things as they are presented to him.

Consideration of Minutes

Motion: To accept the minutes of September 9, 2021, Public Hearing(s) & Regular Monthly Meeting by Billye D. Custis and seconded by Rose Pierson. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Mayor Hart stated that he would like to have the minutes re-vised for both October meetings. Mayor Hart said that he feels that the minutes from the special meeting were too detailed. He would like to see “abbreviated minutes” going forward. Ms. Pierson agreed. Ms. Salazar stated that she is happy to do abbreviated minutes, but Council needs to be sure that is actually what they want, adding that Council has made that request before and then they were not happy with the shortened minutes.

Ms. Custis said that she feels the October 18th minutes are fine and should be accepted. Ms. Salazar added that if they do accept the October 18th minutes, they must consider the correction that she has provided in their folder tonight. Ms. Harmon said that she would like to see some abbreviated minutes before she decides how she feels about this matter.

Mr. Bundick once again suggested a consent agenda. Ms. Salazar stated that we had plans to use a consent agenda tonight, but no one wanted their items on it, so she and Mayor Hart decided against it.

Motion: To accept the October 18th, 2021, Special Meeting minutes with the correction by Billye D. Custis and seconded by Rose Pierson. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Public Comments

Fred Gardner stated that when he was on Council, hiring was done by the Town Council and the Mayor. He feels that need to go back to that, even if that means changing the charter. He would like to see the new Public Works guy utilized for everything. He is also in favor of abbreviated minutes.

Council Comments

Everyone on Council felt that it has been a good meeting, they were happy to see so many people in attendance tonight.

Adjourn

Motion: To adjourn at 8:45pm by Rose Pierson and seconded by Billye D. Custis.

Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Respectfully Submitted,

Jamye Salazar, Clerk/Treasurer

Matthew Hart, Mayor